Thank you for collaborating with FSCJ faculty and students to provide service learning! Service learning engages students in the course material, contributes to career development, promotes civic engagement and strengthens the College’s relationship with our local communities. It is our hope that these activities will address community needs (as identified by your organization) while providing our students with relevant and rigorous learning opportunities.

To ensure that our students engage in meaningful community service, we ask our community partners to:

- Identify specific community or organizational needs
- Provide the necessary logistical information, support and supervision for the service learning activity
- Co-author with FSCJ and sign a Memorandum of Understanding
- Speak to the class about your organization and their service learning activity
- Provide feedback to help us improve this process

The information you provide below will help us connect you with faculty who are integrating service learning activities into their courses. Thank you again, and we look forward to working with you.

1. ORGANIZATIONAL INFORMATION

Organization name:

Address:

Contact name 1: _______________ Job title: _______________

Email: ______________________ Phone: __________________

Contact name 2: _______________ Job title: _______________

Email: ______________________ Phone: __________________

Do you require any of the following before students can volunteer at your organization? Please check all that apply and briefly describe.

☐ Background check: __________________________________________

☐ Volunteer application or other forms: _____________________________

☐ Other requirements for volunteers: _______________________________
2. SCHEDULED EVENTS AND ACTIVITIES
Do you have any events or activities already scheduled that our students can assist with? Please provide the event name, date, location and potential roles for student volunteers. If any of these events occur on a regular basis, please let us know how often.

<table>
<thead>
<tr>
<th>Event Information: Name, date, time and location</th>
<th>Potential Roles or Tasks for Students</th>
<th>If a recurring event, how often?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. IDEAS FOR SERVICE LEARNING ACTIVITIES AND PROJECTS
What are some community or organizational needs that our students could help to address through a service learning activity? Please share your thoughts and ideas here. We will work with you to confirm.

<table>
<thead>
<tr>
<th>Community / Organizational Need(s)</th>
<th>Possible Activity for Students</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. POST-ACTIVITY
Are you interested in reviewing student reflections about their experience? _____________________________

Are you interested in attending or participating in reflection activities, if applicable? _____________________________

Thanks for sharing your information and ideas! We will follow up with you to confirm the details.